



Company/Organization Name: Compass Group

Location: Pfizer 275 N Field Drive Lake Forest IL, 60045

Position/Title: Catering Captain

Duties/Responsibilities: Coordinates catering staff schedules to ensure all functions are delivered, served and cleared in a timely fashion. Prepares and serves food at scheduled functions under the supervision of the Catering Director. May drive a truck to deliver food and beverages to catered functions.

Essential Duties and Responsibilities:

- Determines workload requirements from catering orders.
- Meets with function group leaders to discuss setup arrangements; addresses last-minute changes and resolves problems.
- Interacts with customers and resolves complaints in a service-oriented manner.
- Demonstrates complete understanding of menu items.
- Instructs staff on work expectations for catered functions.
- Helps staff set up rooms to desired specifications.
- Assembles and delivers food and supplies to scheduled locations.
- Serves food and beverages to guests.
- Returns food, beverages, serving equipment and utensils to catering facility.
- Ensures proper presentation, portion control and maintenance of serving temperatures; follows HACCP standards.
- Maintains sanitation and orderliness of all equipment, supplies and utensils.
- Ensures proper food preparation by following approved recipes and production standards.

- Performs other duties as assigned.

Qualifications

- A valid driver's license may be required. Must possess or able to obtain a valid food handler's permit and/or alcohol servers permit where required by state law.

About Compass Group: Achieving leadership in the foodservice industry

Compass Group is an equal opportunity employer. At Compass, we are committed to treating all Applicants and Associates fairly based on their abilities, achievements, and experience without regard to race, national origin, sex, age, disability, veteran status, sexual orientation, gender identity, or any other classification protected by law.

Qualified candidates must be able to perform the essential functions of this position satisfactorily with or without a reasonable accommodation. Disclaimer: this job post is not necessarily an exhaustive list of all essential responsibilities, skills, tasks, or requirements associated with this position. While this is intended to be an accurate reflection of the position posted, the Company reserves the right to modify or change the essential functions of the job based on business necessity.

Salary Range: \$12.00 to \$14.00 an hour \$15.00 with experience

Application Instructions: Apply online at the website listed below

To Apply Online: <https://hourlyjobs.compassgroupcareers.com/job/LAKE-FOREST-CAPTAIN%2C-CATERING-%28FULL-TIME%29-Job-IL-60045/356855300/>